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MEETING MINUTES

May 24, 2007

A meeting of the Statewide Interoperability Executive Council (SIEC) was held on this date at Gowen Field, Boise, Idaho. Chair Lockwood called the meeting to order. Attendees and guests introduced themselves. There was a full quorum present.

Members Present:

- Chair, R. Mark Lockwood, Idaho Chiefs of Police Association
- Vice Chair, Bruce Allcott, Idaho Fire Chiefs Association
- Kent Saxon, DOI/BLM for Michael Candelaria, United States Dept. of Interior
- Shannon Cluney, Idaho Department of Corrections
- Dia Gainor, Idaho Dept. of Health & Welfare
- Jerry Goetz, Federal Law Enforcement
- Lt. Col. Dean Hagerman, Idaho National Guard
- Mary Halverson, Idaho Military Division
- Chris Wright (for Jon Heggen), Idaho Dept. of Fish and Game
- Greg Laragan, Idaho Transportation Department
- Shawn Larsen, Association of Idaho Cities (via conference bridge)
- Stan Passey For Jerry Russell, Idaho State Police
- Col. Bill Shawver for Art Keen, Idaho National Guard
- Joe Young, Idaho Association of Counties
- Lorin Nielsen, Idaho Sheriffs Association
- Lex Rutter, for the Idaho Department of Administration

Staff:

- Dodie Collier, Project Manager, SIEC
- Judy Nuxoll, SIEC Assistant

Others Present:

- Michele Carreras, State Com.
- Lorraine Elfering, Canyon County Sheriff Office
- John Fend, BLM
- Travis Boettcher, Motorola
- Eddie Goldsmith, E 911 Commission
- Ray Gregston, Juvenile Corrections
- Bart Hamilton, Ada County Sheriff Office
- Todd Herrera, Canyon County Sheriff Office
- Brad Hufford, Idaho Bureau of Homeland Security
- Dan Hukill, BLM/ISO
- Nicola Jansen, Ada County Sheriff Office
- Chris Lewis, US Dept. of the Interior

- Scot Maring, Idaho Dept. of Administration
- Kirby Ortiz, Gem State Communications
- Les Shaddock

Review & Approve Minutes—Chair Lockwood

There were no corrections to the March meeting minutes.

- **MOTION: Lockwood made a motion to approve the minutes of the April 26, 2007, Statewide Interoperability Executive Council meeting, seconded by Hagerman. The motion passed by a unanimous vote.**

SIEC Outreach Subcommittee Update -Greg Laragan, Chair

Col Shawver offered that the military's public affairs staff services work with the SIEC Outreach Subcommittee. The Outreach Committee met with Stephanie Dowling from the military staff, May 23, 2007; together a communications plan will be developed.

Lockwood suggested that a brochure be developed to give an overview of SIEC to be included with the outreach materials. Halverson offered Idaho Prepared Conference on September 10-12, 2007 in Coeur d'Alene as a forum for agency and vendors displays.

The formation of a Commercial Advisory Committee was discussed. Ortiz provided a list of vendors that might be interested in such a committee. The purpose is to provide information sharing between the SIEC and the vendors. Neilson recommended coordination of the Commercial Advisory Committee be directed by the SIEC Chair. Allcott asked to have a letter drafted asking what the vendors might need to promote their involvement. Halverson suggested sending a copy of the letter to first responders and emergency coordinators in each area of the state. Collier and Allcott will draft the letter.

SIEC Technical Subcommittee Update – Bruce Allcott, Vice Chair

Mayor Larsen joined the meeting via the conference bridge

Allcott gave an update on the Technical Subcommittee meeting on I-C-A-WIN. The revised document will be emailed to the members for review prior to the next meeting.

Passey stated that funding was acquired to upgrade ISP's consoles to interface with the master switch in Meridian. The system upgrade went in very well and facilitated cross communications between the 700 MHz systems of Bannock County, Chubbuck Police Department and Pocatello Police Department. ISP will be able to backup all 3 centers across the state. Gainer asked if EMS talk groups will be included in using 700MHz. Nikki Jansen stated that Microwave Services has set aside tentative talk groups for EMS by regions.

Passey stated that needs for different agencies will vary concerning use of 700MHz channels. Interfacing with the master site will give the opportunity to use current VHF radios through a "soft patch". Lockwood noted that the master site contract has expired and it will cost several thousand dollars to buy the warrantee for the next few years.

Brad Hufford gave an update on his meeting with the State of Idaho Dept. of Purchasing and that language for the RFP should be ready in the near future.

Col. Shawver gave an update on the Governance Council; Governor Otter will be at Gowen Field in June where he will be briefed on the interoperable communication course of action for Idaho and the upcoming Association of Idaho Cities demonstration.

Blaine, Kootenai and Clark county emergency communications county plans were approved.

SIEC Funding Subcommittee Update – Shawn Larsen, Chair

Mayor Larsen reported (by conference bridge) that on May 18, 2007 the House Subcommittee presented their markup bill on the Homeland Security Appropriations Act which contained \$36.254 billion in discretionary funding for Homeland Security which is 7% above funding appropriated in 2007. SIEC will work on an appropriations application to be completed this fall for 2009 dollars.

MOTION: Nielson moved and Gainer seconded that the Funding Subcommittee complete revisions to the previous appropriations application, and prepare for submittal to the Congressional Delegation by October 2007 in advance of the next funding cycle. Collier will disseminate the 2006 document and assist with staffing. There was a unanimous vote to complete the application by October, 2007.

Mayor Larsen exited the meeting.

US Department of the Interior (DOI)

**Chris Lewis, Public Safety Communications Program Manager
Wireless Programs and Spectrum Management Office**

DOI's intent is to determine the appropriate cooperative proportional partnership that can be achieved between the State of Idaho and DOI to meet the needs of both parties. DOI is currently working with 14 states and is offering use of their federal radio frequency spectrum channels for interoperability with and for Idaho. Working from a generic MOU, DOI would like to enter into an agreement to participate with Idaho on an in-kind sharing of resources basis.

MOTION: Neilson moved and Allcott seconded to review the generic MOU and consider entering into an agreement with DOI to work with state interoperability systems. The motion passed by a unanimous vote.

Passey presented follow up on the RPC regarding the private sector's request from the FCC to realign 700 MHz. Lockwood asked SIEC members to approve a request being sent to Governor Otter to have 700 MHz remain as is.

MOTION: Rutter moved and Nielsen seconded that a request be sent to Governor Otter to allow Idaho's RPC to continue the oversight of 700 MHz. The motion passed by a unanimous vote.

SIEC By-Laws – review and revise – Mark Lockwood, Chair

MOTION: Gainer moved and Nielsen seconded that "H" be stricken from the by-laws. The motion passed.

(Note: Since the motion it has been discovered that section H of the by-laws is the same as contained in Idaho Code, therefore striking this language would require legislative approval.)

"3.7" in the by-laws was addressed and discussed at length. Col. Shawver offered JAG legal council to provide proper verbiage for alterations to the by-laws and suggested that the Council draft a list of needed changes to be submitted.

SIEC Calendar – Dodie Collier, Project Manager

Collier will attend and present at a north central region interoperable communications meeting being

sponsored by the Lewiston Police Department, June 4th, 2007. Collier will present in Pocatello on June 5th at the Idaho Association of Counties meeting. The following week, Collier will attend the Association of Idaho Cities meeting and assist Allcott and Larsen in their presentation. The Idaho Division of the Military will also be in attendance to provide an interoperable communications demonstration. The demonstration will be discussed for the Idaho Prepared Conference in September.

Other Business

Goldsmith gave an update on 911 operations. The Commission is working on getting the forth-seven (47) Public Safety Answering Points (PSAPs) 911 centers enhanced. Training will be the primary focus for fire and EMS in Idaho. Goldsmith will attend the National State Administrators Conference and NENA Conference. The US Department of Transportation authorized the National Telecommunications Information Association to move \$43 million out of the state treasury in the form of grants to go to rural PSAPs most in need of moving from non-enhanced centers to enhanced. The next E 911 Commission meeting will be June 7, 2007 in Boise.

Elfering gave an update on National Association of County Officials Interoperability Academy she attended in St. Paul, MN. Young requested that members of the Idaho legislature be included in SIEC membership. Lockwood said discussion had taken place regarding JFAC members' inclusion on the SIEC.

Hukill reported that BLM is training for seamless communications on fire lines and that policy restricts use of cell phones in an event. NIFC has a radio task group and wants to add a project lead to assess needs to integrate systems.

Planning for the next meeting and Adjournment—Chair Lockwood

The next SIEC meeting will be held on Thursday, June 28, 2007

MOTION: Nielsen made a motion to adjourn, seconded by Young. The motion passed by a unanimous vote.